

STEGE SANITARY DISTRICT BOARD OF DIRECTORS
 LONG RANGE PLANNING WORKSHOP
 SATURDAY, MARCH 7, 2020, 9:00AM - 4:00PM
 DISTRICT BOARD ROOM, 7500 SCHMIDT LANE, EL CERRITO, CA

*****MINUTES*****

- I. Call To Order:** President Miller called the meeting to order at 9:00 A.M.
- II. Roll Call:** Present: Christian-Smith, Gilbert-Snyder, Merrill, O’Keefe, Miller
 Absent: None
 Others Present: Rex Delizo, District Manager
 Melanie Mintz, City of El Cerrito Community
 Development Director (arrived at 9:45 A.M. for
 the San Pablo Avenue Specific Plan Progress
 Report agenda item only)

Agenda Items: Directors and Officers of the Board did not announce any conflicts of interest posed by items on the meeting agenda.

- III. Public Comment:** O’Keefe commented on her concern with the COVID-19 coronavirus disease outbreak and asked staff to report back on the District’s response planning. Miller commented that there will be a San Pablo Avenue Specific Plan Development community meeting on Monday, March 9th from 6:30 P.M.-8:30 P.M. Merrill commented on the depression of manhole cover at the offramp from Highway 80E at Central Avenue.

IV. Long Range Planning Workshop – 2020

• **Mission Statement**

The Board reviewed and discussed the District’s mission statement and several mission statements from other Districts. The Board agreed on a revision that would more accurately represent the District’s mission. Staff will bring back a resolution to implement the revised mission statement.

• **San Pablo Avenue Specific Plan Progress Report**

City of El Cerrito Community Development Director, Melanie Mintz, gave a presentation to the Board and answered questions on current and expected

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development along the San Pablo Avenue corridor. The Board then reviewed and discussed the progress report and proposed sewer improvement strategy presented by staff. The Board requested staff coordinate the District's sewer work along the San Pablo Avenue with the City's San Pablo Avenue "Complete Street" improvements, consider opportunities to up-size sewer work where appropriate, consider working with the City on a case-by-case permit fee deferral when practical, and continue monitoring legislation regarding impact fee restrictions for new developments.

- **USEPA Consent Decree Progress and Planning**

The Board reviewed and discussed the Consent Decree Work Requirements, Stipulated Penalties, and latest Annual Report. The Board then reviewed and discussed the 2018-19 Flow Model Calibration, Wet Weather Facilities (WWF) Output Ratios and Output Test Results, and planning going forward. The Board asked staff to follow up on using future stipulated penalties on Supplemental Environmental Projects (SEPs) such as PSL incentives and/or non-profit programs, report back with suggested plans for funds that exceed the District's working capital and reserve targets, and also report back with the District's daily flows and consider including peak 15-minute instantaneous flows and +/- % accuracy.

- **Self-Assessment of Governance**

Each Board Member completed a 54 question survey on self-assessment of board governance. The results were summarized, reviewed, and compared to previous years. The Board then reviewed and discussed the 6 specific questions concerning "productivity" and asked staff to bring back the other questions concerning "roles," "supportive framework," "staff relationships," and "chairperson leadership" for discussion at future Board meetings. The Board also asked staff to find out how often the Board Governance Manual is required to be reviewed.

- **Strategic Plan**

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The Board reviewed and discussed the strategic plan and asked staff to add the District's Emergency Preparation Plan Review as a work plan item under Goal/Objective #2, Maintain and Improve Infrastructure.

V. Adjournment

The meeting was adjourned at 3:07 P.M. The next meeting of the District Board of Directors will be held on Thursday, March 19, 2020 at 7:00 P.M. at the District Board Room, 7500 Schmidt Lane, El Cerrito, California

Rex Delizo
STEGE SANITARY DISTRICT
Secretary